

**Mid-Size Solar Energy Grant Program Terms and Conditions
October 2010**

Mid-Size Solar Photovoltaic Grant

Program Participant: _____

Address: _____

Terms & Conditions

The following terms and conditions apply to the conditional agreement between the program participant and the Maryland Energy Administration (MEA). The term “program participant” refers to the person, persons, or organization that has applied for a grant and has been notified that they are eligible for a grant under the Maryland Mid-Size Solar Energy Grant Program.

Project Qualifications

Grants are available only for qualifying properties located in Maryland. In order to qualify to receive a grant, you must agree to install a solar energy system that meets the requirements set forth in this Attachment. Grants are provided only after installation of the system is complete and approved by MEA.

- To be eligible for a grant the system must be a minimum size based on the following categories:

<u>Category</u>	<u>Minimum System Size</u>
Residential building	500 Watts (0.5 kW)
School, Religious building, Public building	1000 Watts (1.0 kW)
Commercial Building	2000 Watts (2.0 kW)

- The Grant amount approved based on your calculations on the Application Form is up to \$_____.
- The photovoltaic system must be operating in compliance with the requirements of the local codes.
- The photovoltaic system hardware must be in compliance with all applicable performance and safety standards including: *Underwriters Laboratories (UL) 1471, Standard for Static Inverters and Charge Controllers for Use in Photovoltaic Systems* and *UL 1703, Standard for Safety: Flat-Plate Photovoltaic Modules and Panels*

For utility interconnected PV systems

- The system must be in compliance with the Maryland Net Energy Metering law and the requirements of the local electric utility or coop.
- The system must be installed in compliance with *Institute of Electrical and Electronics Engineers (IEEE) Standard 929-2000, Recommended Practice for Utility Interface of Photovoltaic Systems* and with applicable requirements of local electrical codes and the National Electrical Code (NEC).

American Recovery and Reinvestment Act of 2009 (Federal Stimulus Funds)

Maryland Mid-Size Solar Energy Grants are being funded in whole or in part with monies made available to MEA through the American Recovery and Reinvestment Act of 2009 (ARRA). ARRA-funded grants are subject to significant terms and conditions. These terms and conditions are listed the attached “ARRA Addendum – Special Terms and Conditions for ARRA-Funded Grants (Revised June 2010)” and are expressly incorporated by reference to and made a part of these terms and conditions. **The program participant agrees and certifies by signature below that it has read and will abide by and comply with all the requirements contained in the ARRA Addendum, attached hereto.**

Maryland Historical Trust Review

Federal law provides that all applicants for a Maryland Mid-Size Solar Energy Grant must have their proposed project approved by the Maryland Historical Trust (MHT) to ensure that the project will have no adverse effect on properties deemed historically significant. In order to receive a grant from MEA, an applicant's proposed project must pass MHT review and satisfy all other MEA terms and conditions. Applicants must complete MHT's Project Review Form and submit the completed form and all supporting documentation to MEA for processing. MEA will submit the documents to MHT on the applicant's behalf. Either MHT or MEA will notify the applicant that the proposed project has cleared the MHT review process, or that additional conditions are necessary. The Project Review Form is available at: http://mht.maryland.gov/documents/PDF/Compliance_Forms_Projectreview.pdf. **Applicants should not begin installation of their solar energy system until they receive notification from MEA or MHT that (1) that their proposed project has passed MHT review, and (2) that their project meets all MEA terms and conditions as stated in this document. Construction prior to receiving MHT approval may make the proposed project ineligible for a MEA grant.**

Federal National Environmental Policy Act (NEPA)

If the applicant's proposed system is roof mounted, or ground mounted with a nameplate capacity of less than 60 kW, NEPA requirements are waived.

For any applicant proposing a ground mounted photovoltaic system in excess of 60 kW, federal law requires that the project clear NEPA requirements. Those applicants must complete, sign and date the NEPA Survey Questionnaire Form ES-1 and submit with their grant application. MEA will notify grant applicants whether further action is necessary regarding NEPA review. **Applicants should not begin installation of their over 60 kW ground mounted photovoltaic energy system until they receive notification from MEA that their proposed project has passed NEPA review. Construction prior to receiving NEPA approval may make the proposed project ineligible for a MEA grant.**

Procedures

- The project must be completed within 180 days from when the program participant receives notification that they are eligible for a grant.
- The program participant may request an extension, but MEA is not required to allow for an extension.
- It is the program participant's responsibility to contract for the purchase and proper installation of a qualifying photovoltaic energy system. Upon completion of the project, the program participant and installer must fill out the entire Completion Certificate (Attachment B), sign it, enclose required accompanying documentation and return it to MEA. MEA has the right to inspect any project.
- Required supporting documentation is as follows:
 - Copies of issued inspection documents, permit documents, or both, as provided by the local authority having jurisdiction;
 - A copy of the product specification sheet;
 - A copy of the final sales invoice, which includes:
 - The actual price paid;
 - An itemized list of:
 - Components
 - Labor; and
 - Permit fees;
 - The method of payment;
 - A copy of system warranty agreement;
 - A copy of service or maintenance agreement;

- Copies of all certified prevailing-wage rate/payroll documents (Davis-Bacon documents) generated by the installer and its subcontractors for work performed for the program participant (**only required if grant recipient is a business, government entity or organization**);
 - All other information requested on the Completion Certificate.
- Upon MEA's receipt of the Completion Certificate (including all requested information and supporting documents) and verification that the project meets the terms and conditions of the offer, the Grant to the program participant will be processed for payment.

Additional Information

- MEA requests a photo (preferably electronic) of the project.
Please e-mail to: Attention Maryland Mid-Size Solar Grants Program at meainfo@energy.state.md.us.
- MEA also requests annual electric generation totals at the end of the first operational year of the project.

Use of Personal Information

In accordance with Section 10-624(c) of the State Government Article of the Annotated Code of Maryland, MEA is required to advise you of the following.

- 1) The information being requested by the Completion Certificate is necessary to document the completion of the project and to ensure payment of the grant upon completion of installation of a qualifying solar energy system generator.
- 2) Failure to provide all required information terminates MEA's grant offer and any further obligation to you.
- 3) Upon completion of installation, some of this information will be provided to other agencies of the State to process the payment of the grant.
- 4) Unless otherwise provided by law or court order, portions of the information may be subject to disclosure upon request for inspection under Maryland's Public Information Act as set forth in Sections 10-611 *et seq.* of the State Government Article. To the extent permitted by law, personal information will not be disclosed except for the purpose of processing your grant application.
- 5) You may inspect, amend, or correct the information provided. However, after completion of the project and payment of the grant, any correction or amendment, which if disclosed prior to payment would have made the project ineligible for the grant, will be subject to a claim for reimbursement to the State and MEA.

Program Participant Certification

I hereby certify that I have read and understand, and will abide by, these Maryland Mid-Size Solar Grants Program terms and conditions, including the attached ARRA Addendum – Special Terms and Conditions for ARRA-Funded Grants (Revised June 2010). I understand that failure to abide by these terms and conditions may lead to MEA withholding or suspending, in whole or in part, funds awarded under this program, or recovering misspent funds.

Program Participant

Date